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Request for Talk
on
Introduction to the Ombudsman

□□□□□□□□□□□□□□□□□□ Please complete and return this form to the External Relations Section by fax or email:

Enquiry Tel □□□□: 2629-0428/ 2629-0513 Fax □□: 2956-2622 Email □□: enquiry@omb.gov.hk

(I) □□□□ Details of Organisation

□□□□ Name of Organisation: ______________________________

(□□□□□□□□□□□□□□□□ please attach a fact sheet of your organisation for our reference)

□□ Address: ______________________________

□□ Telephone No: ____________________ □□ Fax No: ____________________

□□□□□ Person-in-charge: ____________________ □□ Title: ____________________

□□□□□ Contact Person: ____________________ □□ Title: ____________________

(□□□□□□□□□□□□□□ if different from person-in-charge)

(II) □□□□ Details of Talk

□□□□ Venue: ______________________________

(□□□□□□□□□□□□□□□ if different from address of organisation)

□□□□□□ Expected No of Participants: ____________________

□□□□□ (□□□□□□□□□) Profile of Participants (e.g. age range, education level):

____

□□□□□□□ Proposed Date and Time:

1. □□ First Choice: ______________________________
2. □□ Second Choice: ______________________________

(□□□□□□□□□□□□□□□□□□□ Presentation usually lasts for an hour including Q&A session)

□□ Language: □□□/□□/□□ Cantonese/Mandarin/English (Please circle □□□□□□)

□□□□□ Signature of Person-in-charge: □□ Date:

______________________________ ______________________________